



MINNESOTA HISTORICAL SOCIETY
Minnesota State Archives

FARIBAULT SCHOOL FOR THE DEAF

Superintendent

An Inventory of Its Correspondence

OVERVIEW OF THE RECORDS

- Agency:** Minnesota School for the Deaf. Superintendent.
- Series Title:** Correspondence.
- Dates:** 1878-1913, 1964-1968.
- Quantity:** 3.5 cu. ft. (3 boxes; 1 partial box).
- Location:** See Detailed Description section for box locations.

SCOPE AND CONTENTS OF THE RECORDS

General correspondence (1878-1913) of superintendents Jonathan Lovejoy Noyes and James N. Tate, correspondence with the Board of Control (1901-1912), correspondence relating to employment (1904-1913) and the Board of Directors of the Deaf and Blind (1907-1910), and memos with the Public Welfare Department (1964-1968).

The general correspondence, which consists of letters received only from 1878 to ca. 1903 and letters received and sent thereafter, relates to most aspects of institution administration. There are letters from parents and others interested in admission procedures; letters to and from parents and guardians relating to health, educational progress, and special needs of their children; copies of circulars sent to parents and others; letters from superintendents of other similar institutions requesting information; manufacturers' letters and brochures; letters, circulars, and other materials relating to the school's educational program and its teachers; and letters relating to specifications and estimates for, and receipts for the purchase and delivery of, equipment and supplies.

Employment correspondence contains letters of application for all types of jobs, letters of response or acknowledgment, and letters of recommendation, while the board of directors' files also contain minutes of meetings.

Correspondence with the Board of Control relates to such matters as management of buildings and mechanical systems, accounting procedures, preparation of estimates and inventories, use of forms, maintenance of admission records, printing and distribution of biennial reports, insurance, quarterly meetings of superintendents, professional travel, and wages and

salaries. Included are circular letters probably sent to all institutions under the board's control as well as correspondence specifically with and about the School for the Deaf.

Also included is some of Tate's personal correspondence, especially with the law office of Benjamin Hynes Clark, St. Louis, Missouri. Tate had been superintendent of the Missouri school for the deaf before coming to Minnesota.

INDEX TERMS

This collection is indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Topics:

Accounting.
Deaf children—Education—Minnesota.
Deaf—Education—Minnesota.
Deaf—Health and hygiene—Minnesota
Deaf—Institutional care—Minnesota—Accounting.
School buildings—Minnesota.
School management and organization—Minnesota.
School superintendents—Minnesota—Records and correspondence.
Schools—Minnesota—Accounting.
Schools—Minnesota—Furniture, equipment, etc.
Schools—Officials and employees—Minnesota.
Teachers of the deaf—Minnesota.

Persons:

Clark, Benjamin Hynes.
Noyes, Jonathan Lovejoy.
Tate, James N.

Places:

Faribault (Minn.).

Organizations:

Minnesota. Board of Control.
Minnesota. Dept. of Public Welfare.

ADMINISTRATIVE INFORMATION

Preferred Citation:

[Indicate the cited volume and page or item and folder title here]. Minnesota School for the Deaf. Superintendent. Correspondence. Minnesota Historical Society. State Archives.
See the Chicago Manual of Style for additional examples.

Accession Information:

Accession number(s): 981-82; 2008-54

Processing Information:

Catalog ID No.: 1704356

DETAILED DESCRIPTION OF THE COLLECTION

Note to Researchers: To request materials, please note the location shown below.

Location

- 117.J.11.6F General correspondence, 1878-1913.
 Letters received, A-Y, 1878-1903. 7 folders.
 A-K, 1903-1913. 18 folders.
- 117.J.11.7B L-W, 1903-1913. 10 folders.
 Correspondence relating to employment, 1904-1913. 5 folders.
 Correspondence with the Board of Control, 1901-1912.
 Arranged alphabetically within each date span.
 1901-1903. 4 folders.
- 117.J.11.8F 1904-1905. 3 folders.
 1905-1907. 5 folders.
 1907-1908. 3 folders.
 1908-1910. 5 folders.
 1910-1912. 4 folders.
- 114.C.1.10F Correspondence and minutes, Board of Directors of the Deaf and Blind,
 1907-1910. 1 folder.
 Memos with the Public Welfare Department, July 1964 – June 1968. 4
 folders.